

**Real Voices, Real Choices**  
**Conference Planning Committee Meeting**

**Minutes**

**July 6, 2009**

**Location**

This meeting took place at the Tan-Tar-A resort to allow the committee to tour the facility and determine the use and layout of the meeting rooms.

**Welcome and Introductions**

Present: Robert Qualls, Helen Minth, Sharon Britten, Jan Wagler, Justin Idleburg, Manfred Leonhard, Judie Didriksen, and Marge Parrish

Absent: David Helling, Mark Ohrenberg, Austin Montague, Anita Morrison, Jennifer Nugent, and Cheryl Eads

Staff Present: Carol Dickneite, and Leigh Gibson

**Registrations and Scholarships**

Thus far, 214 people have registered for the conference. Carol Dickneite reported that several people scheduled to present at the conference have not yet submitted their registration. Members on the committee who know the individuals in question agreed to follow up with them. Several DMH employees plan to attend the conference, but not all of them have enrolled or reserved hotel rooms at this time. The Missouri Recovery Network gave 46 of the 60 scholarships it offered to the conference to people receiving services related to substance abuse. Leigh Gibson announced that the Coalition of Community Health Centers has offered thirty scholarships for people receiving psychiatric services. People who would like to apply for a scholarship should contact Carol or Leigh directly using the DMH toll-free number (800-364-9687). The deadline for people to submit registrations is Friday, July 17.

**Donations**

Several members of the committee have solicited items to use as door prizes at the conference. David Helling has arranged for a donation of two kinds of stuffed toy bears

from the Modified Therapeutic Community program of Phoenix, Inc., of Columbia. David and his wife Deanna have provided a Black and Decker Home Griddle. Marge Parrish contributed a basket of body and bath items. Jan Wagler has received a donation of pencils, oil pastels, and sketchpads from Art-Mart for use in the art room. She does not yet know what Bradburn's art store plans to donate.

Carol has contacted the three divisions of DMH as well as other of state agencies to ask if they have any items we could hand out. Nancy Nickolaus has once again provided folders for us to use for the conference packets. She also has contributed some more of the cookbooks we gave out at last year's summit. MoDOT/Highway Safety donated key rings, and we have received a large number of pens and some tablets of paper from miscellaneous sources. Janice Culbertson, a DMH employee, gave us three tote bags that would make good gift bags. The committee discussed other door prize ideas, and several members offered to seek out additional small items. Since many of the items currently available would not appeal to men, Robert will pursue asking Bass Pro Shops for a mug and folding chairs as possible gifts for men. Helen suggested a coffee themed gift would appeal to both genders. Robert and Helen will pursue these ideas.

Committee members suggested some names of people in the mental health field who might be able to donate some things such as jewelry or artwork. Leigh and Carol will follow-up with the suggested individuals to see if they would be interested in giving items. Helen will ask Gayle Bluebird if she will donate a piece of her artwork. Marge mentioned asking SLPRC for ceramic items made by consumers and T-shirts from the Self-Help Center. She has also been in contact with the pharmaceutical company, but it does not look like they will donate anything. Carol suggested the committee set a deadline collecting donations and prizes. The committee set Friday, July 31, as the date to confirm the donation of items and the meeting on Friday, August 14, as the deadline for bringing them to the DMH Central Office.

## **Pillows of Unrest**

Sharon Britten will do the introduction to the Pillows of Unrest project Sunday afternoon following opening remarks and logistics. David Helling obtained 200 pillowcases from the Marriott Courtyard hotel in Columbia to use for the Pillows of unrest project at the conference. Jan made two sample pillowcases using brightly colored Sharpie pens. She noted it is important to insert cardboard or some other object into the pillowcase to ensure the markers do not bleed through to the other side. Carol has arranged for the donation of used file folders for participants to use for this process. Since Bradburn's has not yet made a donation, Jan will see if they will supply colored sharpie pens to use for the Pillows of Unrest project. If Bradburn's is unwilling to donate Sharpies, Leigh said

we could purchase some. Jan recommended we try to obtain at least six sets of them so several people could work on their pillows at one time.

### **Meeting Rooms and the Facility Tour**

When Dennis and Stephanie Bommel joined the meeting, the committee posed the questions it came up with during the June meeting prior to touring the facility. Dennis and Stephanie were very helpful, and they answered all the original questions as well as ones that occurred to committee members during the discussion. The group was able to come to consensus regarding the layout and use of the meeting rooms as well as the meals served during the conference. A summary of the discussion and decisions made by the committee appear following the questions.

*What would be the best way to set up Salons A, B, and C for the meeting?*

Salon C has the capacity to seat up to 500 people at round tables, so it would work the best for meals. The air wall to this room will remain closed throughout the conference so we may control who participates in the meals..

Salon C will also serve as the location for the general session immediately following Monday's luncheon. Hotel employees will place a ramp to the stage to allow the individuals on the *Successful Voices – Successful Choices* panel who use wheelchairs to participate in the presentation.

Salons A and B will serve as the locations for both the general and breakout sessions. During the general sessions, the air wall between the sessions will remain open. Facility employees will close the wall between the salons prior to the start of the breakout sessions.

*How late into the evening do we have access to the meeting rooms?*

We may use the rooms as late into the evening as we like.

*Will we be able to make use of the stage for the large group presentations?*

The stage will be available for all presentations. Hotel employees will ensure the ramp to the stage is available in the appropriate room for all sessions that include individuals who use wheelchairs.

*Will the hotel allow us to use the registration area?*

Stephanie and Dennis said the room was available, but they recommended we not use the registration area because the height of the counter in front of it is not accessible to people who use wheelchairs. After discussion, the committee decided not to use that room.

*Does the hotel have an area where we could set up three tables to use for registration?*

During the tour of the facility, the committee evaluated the site recommended for registration located just to the right of the stairs and ramp down from the main lobby of the hotel. The committee decided to have the hotel set up the registration tables between two entrance doors to Salon A to allow people better access to the tables. The group also felt the chosen location would decrease congestion by the ramp and staircase that lead to meeting rooms where the conference is taking place. The hotel will supply three tables for use during registration.

*Will we be able to display the Pillows of Unrest pillowcases on clotheslines in the salon we use for large group meetings?*

An area in the back of Salon A will work for this purpose, but the hotel cannot string clotheslines in the meeting room. Stephanie and Dennis proposed using three freestanding pipe and drape displays for the pillowcases. The pipe displays are eight feet tall by ten feet long. The hotel will supply T-pins for us to use to hang the pillowcases on the drapes. They also agreed to provide a display in the art room for us to display the pillowcases designed by people who attend the conference.

*Will the hotel allow us to use rooms 62, 63, and 64 as our art room and nurses station rather than the ones on the next floor?*

Dennis and Stephanie said the committee could configure and use the rooms as they saw fit. Room 64 is closest to the restrooms, lobby, and registration area so the group felt it would work best for the nurse's station. The hotel will supply two cots, two tables, and several tables to use in the room. The hotel will open the air walls between room 62 and 63 so there will a larger area for the art room.

*Will they provide three tables (at least) for us to use in the art room?*

The hotel will set up two groups of tables and chairs configured in a square to allow workstations to allow plenty of room for people to do artwork. The hotel has had experience with other groups who do art projects. They will provide plastic covers for the tables as well as place another table for the art supplies and the pipe and drape display for the Pillows of Unrest pillowcases along the sides of the room.

*Is there anything special DMH needs to know or do since we will bring our own laptops?*

The DMH laptops are compatible with the system at the hotel. They will work with Jennifer Boyd, the IT person from DMH, to make sure everything runs smoothly. They have worked with her in the past during many Spring Institutes.

*Does the DMH need to bring projectors?*

The hotel will supply the the projectors. The hotel will provide 12' x 12' screens in each of the salons.

*What kind of audio system do they have?*

The hotel has an integrated system. They have desk, lapel, and standing microphones available, and they will configure them as requested. The committee decided it would like to have lecterns with microphones available for the general as well as the breakout sessions. Since the participants of the *Successful Voices – Successful Choices* panel on Monday will sit behind a table, it may be possible to use table microphones. Robert will need to check on the kind of microphone the person who uses a wheelchair will require. The hotel will make handheld microphones available for the open discussion at the final general session on Tuesday.

*Will they be able to accommodate the special needs of some of the people who will make presentations during the conference?*

The hotel has had experience in this area. They will provide a ramp to permit access to the stage by people who use wheelchairs. They will also be able to work with individuals regarding their individual needs in terms of microphones.

*Will their staff collect the meal tickets, or should we plan to do it?*

Stephanie and Dennis will collect meal tickets at the door. The tickets will allow them to count the number of people served as well as permit more accurate invoicing. They will give the tickets to us after the meal so we may use them to draw for door prizes. They recommended we have people available during the continental breakfast both mornings to assist people who use wheelchairs in getting their food and finding a place to sit

### ***Successful Voices – Successful Choices Panel***

Robert Qualls has contacted the individuals recommended as participants on the *Successful Voices – Successful Choices* panel. He has contacted representatives from each division, and most of them have agreed to participate. Robert has worked hard to involve culturally diverse individuals on the panel who range in age anywhere from the twenty to fifty. He has asked another youth to ensure young people have adequate representation, but that individual had not responded to the offer at the time of the meeting.

### **Network of Care Demonstration**

Leigh has received a request to include a Network of Care demonstration at the conference. Jan reported she had just one person who expressed interest in learning about the application last year. The committee responded that they had already decided not to permit such activities because the contract with Tan-Tar-A specifies a high fee for space to set up booths or demonstrations.

### **Fun Activities**

The committee discussed whether to organize some fun activities for people to participate in during the conference. Helen pointed out that it is very hard to have organized fun. The group concluded that the conference has a busy schedule so the attendees might like some down time. After discussion, they decided to provide a bulletin board that lists other activities available at Tan-Tar-A, such as bowling or miniature golf, and allow people to decide what they would like to do. The bulletin board would also allow people a place to leave messages announcing that a group was going to do activity, such as bowling, at a specific time so others could join them. Carol suggested maybe we could do something fun around the idea of drawing for prizes such as having people choose fish that have a number keyed to a prize on them. The group asked her to look at possible supplies to that.

## **Meeting Room Assignments and Introductions**

The committee reviewed the conference agenda and determined room assignments for presentations. The group had to revise the timetable and make some other adjustments to the agenda due to the configuration of the meeting rooms. Each session will run for 45 minutes in order to allow breaks of 15 minutes between them.

### **SUNDAY MORNING**

**9:00 AM:**     *Registration Opens*

### **SUNDAY AFTERNOON**

**1:00 PM:**     *Nurse's Station Opens*  
                  *Art Room Opens*

**1:30 PM:**     *Welcome to the Conference and Logistics*  
                  Introduction: *David Helling and Robert Qualls*  
                  Room: *Salons A and B*

**1:45 PM:**     *Pillows of Unrest*  
                  Introduction: *Sharon Britten*  
                  Room: *Salons A and B*

**2:00 PM:**     *True Colors*  
                  Introduction: *Marge Parrish*  
                  Room: *Salons A and B*

### **SUNDAY EVENING**

**5:30 PM:**     *Dinner*

**6:45 PM:**     *The Iceberg*  
                  Introduction: *Judie Didriksen*  
                  Room: *Salons A and B*

## MONDAY MORNING

- 7:00 AM:**    ***Steps Toward Wellness Walking Activity***  
Introduction: *Monica Hoy*  
Room: *Meet in the lobby to participate in a walk on the fitness trail*
- 7:00 AM:**    ***Breakfast Served***  
Room: *Salon C*
- 8:00 AM:**    ***Nurse's Station Opens***  
***Art Room Opens***
- 8:15 AM:**    ***Opening Remarks and Logistics***  
Introduction: *David Helling and Robert Qualls*  
Room: *Salon C*
- 8:30 AM:**    ***The Yellow Brick Road: Our Path to Self Determination***  
Introduction: *Mark Ohrenberg*  
Room: *Salon C*
- 9:30 AM:**    ***The Five Stages of Recovery***  
Introduction: *Manfred Leonhard*  
Room: *Salon A*
- 9:30 AM:**    ***Knowledge is Power for Medication Decisions***  
Introduction: *Helen Minth*  
Room: *Salon B*
- 10:30 AM:**    ***QPR Gatekeeper Training***  
Introduction: *Marge Parrish*  
Room: *Salon A*
- 10:30 AM:**    ***Promoting Wellness through Peer Support: The Missouri COSP Experience***  
Introduction: *Justin Idleburg*  
Room: *Salon B*
- 11:30 AM:**    ***Lunch***  
Room: *Salon C*

## MONDAY AFTERNOON

- 12:30 PM:**    ***Successful Voices – Successful Choices: Real Success Stories***  
Moderated by: *Robert Qualls*  
Room: *Salon c*
- 1:45 PM:**    ***The RESPECT Institute***  
Introduction: *Sharon Britten*  
Room: *Salon A*
- 1:45 PM:**    ***Moving from Like to Love: Being Safe and Happy in Relationships***  
Introduction: *Jan Wagler*  
Room: *Salon B*
- 2:45 PM:**    ***Recovery through Support, Education, and Stigma Reduction:  
NAMI's Peer-led Signature Programs***  
Introduction: *David Helling*  
Room: *Salon A*
- 2:45 PM:**    ***Missouri Youth Leadership Forum***  
Introduction: *Justin Idleberg*  
Room: *Salon B*
- 3:45 PM:**    ***Letting Go of Labels***  
Introduction: *Mark Ohrenberg*  
Room: *Salon A*
- 3:45 PM:**    ***My Money, My Budget, My Choice***  
Introduction: *Austin Montague*  
Room: *Salon B*

## MONDAY EVENING

- 5:30 PM:**    ***Dinner***  
Room: *Salon C*
- 6:45 PM:**    ***Using the Arts in Recovery***  
Introduction: *Helen Minth*  
Room: *Salons A and B*

**8:30 PM:**     ***Welcome to Bipolarville: Where Life is Full of Ups and Downs***  
Introduction: *Mark Ohrenberg*  
Room: *Salons A and B*

## **TUESDAY MORNING**

**7:00 AM:**     ***Steps Toward Wellness Walking Activity***  
Introduction: *Monica Hoy*  
Room: *Meet in the lobby to participate in a walk on the fitness trail*

**7:00 AM:**     ***Breakfast Served***  
Room: *Salon C*

**8:00 AM:**     ***Nurse's Station Opens***  
***Art Room Opens***

**8:15 AM:**     ***Opening Remarks and Logistics***  
Introduction: *David Helling and Robert Qualls*  
Room: *Salon C*

**8:30 AM:**     ***Principles of the Twelve Step Approach to Living Daily Life***  
Introduction: *Justin Idleberg*  
Room: *Salons A and B*

**9:30 AM:**     ***Scrapabilities: Lifebooks and Scrapbooking***  
Introduction: *Judie Didriksen*  
Room: *Salon A*

**9:30 AM:**     ***Writing for Well-Being***  
Introduction: *Jan Wagler*  
Room: *Salon B*

**10:30 AM:**    ***Open Discussion***  
Introduction: *Marge Parrish*  
Room: *Salons A and B*

**11:30 AM:**    ***Prize Drawing and Closing Remarks***  
Introduction: *David Helling*  
Room: *Salons A and B*

## **Meals at the Conference**

The committee discussed the food served at meals during the conference. Except for the two Continental Breakfasts, the group chose to have plated meals for the lunch and two dinners rather than buffets. Serving food in this manner allows an accurate count of the amount of food consumed and helps to control costs. Salon C will open for breakfast at 7:00 am both Monday and Tuesday morning. Lunch will begin at 11:30 on Monday, and will take place at 5:30 both evenings. The committee decided to allow an hour for each meal. Leigh will let Tan-Tar-A know which foods the group chose as well as the expected head count for each meal.

## **Submission Deadlines**

People interested in attending the conference must submit their registrations by Friday, July 17. In order to allow time for loading information on laptops and preparing handouts for the sessions, individuals selected to present at the conference must send in either an outline or PowerPoint by the same date. Carol and Leigh must receive any donations of prize items by Friday, July 31. The committee will meet on Friday, August 14 to stuff the folders consumers will receive as they register at the conference. Rather than schedule an additional meeting prior to the conference, the group requested that Leigh schedule a conference call should any matters requiring their attention arise.